

<b>RECORDS RETIREMENT REQUEST</b>				ASSIGNED BY RECORDS CENTER JOB NO. <b>63-9</b>	
Submit in original and 3 copies. One copy will be returned to the originating office when material is accessioned by Records Center.				FOR REFERENCE SERVICE ON RECORDS TRANSFERRED TO STORAGE COMPLETE FORM 490 AND REFER TO ABOVE JOB NUMBER.	
PART I (TO BE COMPLETED BY THE RECORDS CUSTODIAN)					
TO:  Chief, Records Center.		FROM: (Office) <b>OCR</b>  BRANCH		DIVISION  <b>OAD</b>  SECTION	
APPLICATION IS MADE FOR RETIREMENT OF THE RECORDS DESCRIBED BELOW					
DESCRIPTION OF FILE SERIES (Include: Name of File, Contents, Function, Arrangement and Inclusive Dates.) IF NECESSARY TO LIST RECORDS, USE FORM NO. 140A, RECORDS SHELF LIST (Check appropriate box below.)					
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>✓ Chronological File - 1938 (<sup>3</sup> folders)</p> <p>Chronological File - 1939 (2 folders)</p> <p>FACSI (2 folders) (1960 - 1961) ✓</p> <p>Wordbank Proposal - McGraw &amp; Hill (1960) ✓</p> <p>ACSI-MATIC (1960) ✓</p> </div> <div style="width: 50%; text-align: right;"> <p><b>OK</b></p> </div> </div>					
<input type="checkbox"/> SHELF LIST ATTACHED			<input type="checkbox"/> SHELF LIST INCLUDED IN TRANSFER		
CLASSIFICATION OF RECORDS  <b>Thru Secret</b>			FILE EQUIPMENT OCCUPIED BY RECORDS  <input type="checkbox"/> LETTER <input type="checkbox"/> OTHER (specify)  <input checked="" type="checkbox"/> LEGAL <b>1/2</b> NUMBER OF DRAWERS		
APPROXIMATE REFERENCE ACTIVITY PER MONTH  <b>Unknown</b>					
LOCATION OF RECORDS <b>25X1A</b>					
BUILDING  <b>HQ</b>	ROOM  <b>2F60</b>	EXTENSION  <b>5211</b>	DATE  <b>16 July 62</b>		
PART II (TO BE COMPLETED BY THE AREA RECORDS)					
TYPE OF MATERIAL  <input type="checkbox"/> RECORD <input type="checkbox"/> NON-RECORD					
RESTRICTIONS ON USE OF RECORDS (If no restrictions write "None")  <b>Personnel of OAD and RMO/OCR only</b>					
DISPOSITION AUTHORIZATION					
CITE SCHEDULE OR AUTHORITY  <b>Records Control Schedule No. 24-59, Item No. 1</b>					
BUILDING  <b>Headquarters</b>	ROOM  <b>2F 61</b>	EXTENSION  <b>6401</b>	DATE  <b>16 Jul 62</b>		